

BROOKINGS COUNTY COMMISSION MEETING

Tuesday, September 27, 2005

The Brookings County Board of County Commissioners met in regular session on Tuesday, September 27, 2005, with the following members present: Dennis Falken, Mary Negstad (via telephone,) Donald Larson, Deanna Santema, and Emil Klavetter. Also present: Kristin Olson, Wm. Mark Kratochvil, Kelly Bakken, Ted Eggebraaten, Vicki Buseth, Lori Schultz, Robert Hill, Gary Heldt, Janet Willmott, Rod Fortin, Barbara Telkamp, Delaine Knaus, Brian Eclov, and Jill Fier.

CALL TO ORDER

Chairperson Falken called the meeting to order.

CONSENT AGENDA

Chairperson Falken declared the Consent Agenda approved with no objection from the board.

The Consent Agenda consisted of the agenda for the September 27, 2005 Commission Meeting, and the minutes from the September 13, 2005 Commission Meeting.

Welfare Matters: Case # 05-089A for rent was approved; Case # 05-151 for rent was approved; Case # 05-128 for hospital was denied; Case # 05-129 for hospital was denied; Case #05-130 for hospital was denied; Case # 05-132 for hospital was denied.

Travel/Education: Department Heads to go to Pierre, SD on September 18-21, 2005 to attend the SDACC Annual Convention.

ROUTINE BUSINESS

Motion by Klavetter, seconded by Santema, to approve the following claims. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes. A&B BUSINESS, MAINTENANCE & REPAIRS \$52.08; AMERICAN JAIL ASSOC., TRAVEL & CONFERENCE \$72.00; AMERICAN SECURITY CABINET, SUPPLIES & MATERIALS \$1223.00; AMOCO BP, REPAIRS AND MAINTENANCE \$42.53; APPELT, ARNIE, 4-H EVENTS & LIT. \$50.00; AT&T, UTILITIES \$233.17; AVERA BROOKINGS MEDICAL, MEDICAL SERVICE/LIENABLE \$206.98; BAHRA, TRAVEL & CONFERENCE \$40.00; BOYER TRUCKS, REPAIRS & MAINT. \$572.95; BOZIED OIL CO INC, REPAIRS AND MAINTENANCE \$65.00; BROOKINGS UTILITIES, UTILITIES \$181.14; BROOKINGS CLK. OF COURTS, BLOCK GRANT \$2538.34; BRKGS CO TREASURER, SUPPLIES & MATERIALS \$339.00; BRKGS DAILY REGISTER, CERT \$1016.82; BROOKINGS ENGRAVING, SUPPLIES & MATERIALS \$8.50; BRKGS. HOSPITAL, PROFESSIONAL SERV. & FEES \$3405.80; BUHL'S CLEANERS, RENTALS \$145.20; BUSK, SUSAN, 4-H EVENTS & LIT. \$96.40; C&R SUPPLY, INC., SUPPLIES & MATERIALS \$7.38; CAREER LEARNING CENTER, REIMBURSEMENT TO DSS(OUTS \$195.00; CARQUEST AUTO PARTS STORE, SUPPLIES & MATERIALS \$337.77; CENTRAL BUSINESS SUPPLY, SUPPLIES & MATERIALS \$1602.81; CENTURY BUSINESS PRODUCT, SUPPLIES & MATERIALS \$39.86; COOK'S RECYCLING, TELEPHONE \$489.84; COVER TO COVER, 4-H EVENTS & LIT. \$116.14; CBCINNOVIS, TELEPHONE \$90.50; DIETRICH, DONNA K., PROFESSIONAL SERV. & FEES \$123.27; ELITE BUSINESS SYSTEM INC, REPAIRS AND MAINTENANCE \$66.00; EXPRESS COLLECTIONS INC, PROFESSIONAL SERV. & FEES \$202.60; FARMER'S IMP & IRRIG, SUPPLIES &

MATERIALS \$5.42; FIRST DISTRICT ASSOC., OTHERS \$6519.00; FIRST BANK & TRUST, PROFESSIONAL SERV. & FEES \$113.36; FITE, ROBERT G, ADULT DEFENSE \$806.60; GALL'S INC, SUPPLIES & MATERIALS \$583.98; GRAINGER, CERT \$126.47; GUEST SERVICES, TRAVEL \$93.00; HAROLD'S PRINTING, CERT \$910.70; HARTSEL, PATRICIA J., TRANSCRIPTS (NON) \$18.80; HAUFF MID-AMERICA SPORTS, PERSONAL SERVICES \$131.70; HELDT, GARY, TRAVEL & CONFERENCE \$67.77; HILLYARD INC, SUPPLIES & MATERIALS \$221.50; HOGAN, TIM, JUVENILE DEFENSE \$2588.12; HOLM, JOANIE, CORONER FEES \$1500.00; HY-VEE FOOD STORE, SUPPLIES & MATERIALS \$101.72; IBM CORPORATION, DATA PROCESSING/SOFTWARE \$225.40; INSTY-PRINTS, SUPPLIES & MATERIALS \$26.13; INTEGRATED BUSINESS SOL, DATA PROCESSING/SOFTWARE \$1669.48; INTER-LAKES COMM. ACTION, COMMUNITY WORKER \$629.00; INTOXIMETERS INC, SUPPLIES & MATERIALS \$208.00; JENSEN, RANDY J., TRAVEL & CONFERENCE \$43.96; KIDWILER, MARY, TRAVEL & CONFERENCE \$43.00; KLEINJAN, DARREL, TRAVEL & CONFERENCE \$47.16; KOOISTRA, NELVA, PROFESSIONAL SERV. & FEES \$15.00; LEWIS & CLARK MENTAL, PROFESSIONAL SERV. & FEES \$390.00; LEXISNEXIS, UTILITIES \$110.00; LINWELD, SUPPLIES & MATERIALS \$271.37; MCCARTY, DONALD, ADULT DEFENSE \$2482.39; MCI, TELEPHONE \$115.72; M&T FIRE & SAFETY INC., SUPPLIES & MATERIALS \$1789.12; MASTERCARD, SUPPLIES & MATERIALS \$388.41; MILLS PROPERTY MANAGEMENT, REPAIRS AND MAINTENANCE \$4257.30; MIX DRY CLEANERS, SUPPLIES & MATERIALS \$27.91; NEGSTAD, MARY, TRAVEL & CONFERENCE \$28.80; NELSON, DARREL E., TRAVEL & CONFERENCE \$41.08; NELSON, NANCY J., ADULT DEFENSE \$292.30; NIELSEN'S, REPAIRS & MAINTENANCE \$115.00; NORTHWESTERN PUBLIC SERV, UTILITIES/COURTHOUSE \$244.07; O'BRIEN, SEAN M., ADULT DEFENSE \$419.92; OFFICE SYSTEMS INC, REPAIRS AND MAINTENANCE \$413.08; OUTLAW GRAPHICS, CERT \$1070.00; PEART & ASSOCIATES, INC., UNIFORMS/EQUIPMENT \$30.00; PENNINGTON COUNTY JAIL, TRANSPORT PRISONER \$107.59; PIERCE, IRENE, OUT-PATIENT \$231.00; PITNEY-BOWES INC., RENTALS \$141.00; QWEST, DATABASE SERVICE-US WEST \$300.21; RFD, PUBLISHING \$33.78; RAINBOW CAR WASH, REPAIRS AND MAINTENANCE \$13.49; RAMKOTA INN, TRAVEL & CONFERENCE \$129.00; RAMSDELL'S FERTILIZER, SUPPLIES & MATERIALS \$114.00; REHFUSS, CAHTY, PROFESSIONAL SERV. & FEES \$15.00; RELIANCE TELEPHONE, INMATE/TELEPHONE \$1000.00; RIBSTEIN, RICK, ADULT DEFENSE \$1574.24; ROCHEL, ROBERT, TRAVEL & CONFERENCE \$45.56; RUNNING'S BIG "R", SUPPLIES & MATERIALS \$364.37; SAATHOFF, LAYNE, TRAVEL & CONFERENCE \$49.72; SDACC, TRAVEL \$2035.00; SD DEPT OF REVENUE, SUPPLIES & MATERIALS \$440.00; SD PUBLIC ASSURANCE, OTHER INSURANCE \$99507.23; SIOUX FALLS TWO WAY RADIO, SUPPLIES & MATERIALS \$540.65; SIOUX VALLEY WIRELESS, TELEPHONE \$35.95; SMITH, JODY O., ADULT DEFENSE \$562.40; STAFF SEARCH, PROFESSIONAL SERV. & FEES \$374.40; STATE OF SOUTH DAKOTA, PROFESSIONAL SERV. & FEES \$17.25; STEFFENSEN, CHAD, RENT \$350.00; STERLING SOLUTIONS INC, DATA PROCESSING/SOFTWARE \$600.00; STOLTENBURG, MICHAEL, TRAVEL & CONFERENCE \$61.00; SWIFTEL CENTER, MULTIPLEX UPKEEP \$2,500.00; TEE'S PLUS, SUPPLIES & MATERIALS \$973.15; TOWN & COUNTRY SHOPPER, PUBLISHING \$20.00; VANDENBERG LAW FIRM, ABUSE & NEG. CHILD DEFENSE \$1054.50; VANDIEST SUPPLY, MOSQUITO CONTROL \$699.40; VERIFICATIONS INC, PERSONAL SERVICES \$168.70; VERIZON WIRELESS, TELEPHONE \$349.92; VIKING OFFICE PRODUCTS, SUPPLIES & MATERIALS \$231.80; VOGEL, STEPHANIE, TRAVEL & CONFERENCE \$479.64; VOLUNTEERS OF AMERICA, TURNING POINT (PRE) \$990.00; WAGNER REAL ESTATE, INSPECTION FEES \$700.00; WALMART COMMUNITY, ELECTION SUPPLIES \$375.22; WEST GROUP, LAW BOOKS \$115.50.

Highway Superintendent, Ted Eggebraaten met with the board to discuss Highway, Bridge, and Fuel matters.

Motion by Santema, seconded by Negstad, to approve and authorize Chairperson Falken to sign the Application for Occupancy on the Right-of-Way of County Highways for Project # 629, Buried Telephone Cable on County Highway # 25. Roll Call Vote: Santema "Aye," Klavetter "Aye," Negstad "Aye," Falken "Aye." Motion passes.

Be it noted, the board approved Banner Associates, Inc. of Brookings, SD to be the Design and Engineering Consultant for the FY 2008 Project BRO 8006(47), Brookings County, PCN 6780 Structure # 06-230-106 located 6E and 5.4N of Brookings over Creek.

Treasurer, Vicki Buseth met with the board to distribute Revenue Reports and the Brookings County Treasurer's Motor Vehicle Revenue Report and Tax Totals for August 2005.

Zoning and Drainage Director, Robert Hill met with the board to discuss Nuisance Complaint Procedures.

Weed and Pest Supervisor, Gary Heldt met with the board to discuss the Tour of the North West part of Brookings County, Grant Programs, the Mosquito and Weed Spraying Programs, the Gopher Control Program, and the upcoming Board and District Meetings.

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report.

Be it noted, Register of Deeds statement of fees was filed in the County Auditor's Office collected for the month of August 2005 in the amount of \$25,082.00.

Motion by Negstad, seconded by Klavetter, to approve the following transfers as per budget appropriations for the Third Quarter of 2005: From General Fund 10100X4290911 to Emergency Management Fund 22600X3710000 for \$12,500.00; and from General Fund 10100X4294911 to Highway Road & Bridge 20100X4330311 for \$312,500.00. Roll Call Vote: Santema "Aye," Klavetter "Aye," Negstad "Aye," Falken "Aye," Motion passes.

Motion by Klavetter, seconded by Negstad, to approve the following Automatic Supplement for unanticipated expenses incurred and reimbursement made to Brookings County. Department: Emergency Management; Amount: \$1,767.28; Reason: Program Funding for 2004 Citizens Corps Grant; Receipt # 93066: Line #22600X4295222. Roll Call Vote: Klavetter "Aye," Negstad "Aye," Santema "Aye," Falken "Aye." Motion passes.

Barbara Telkamp met with the board to discuss Public Nuisance Compliant matters.

Commissioner Larson joined the meeting.

REGULAR BUSINESS

Zoning and Drainage Director, Robert Hill met with the board to discuss Emergency Management Items.

Be it noted, Chairperson Falken signed the Statement of Annual Local Emergency Operations Plan Review.

Motion by Negstad, seconded by Klavetter, to adopt and authorize Chairperson Falken to sign the Brookings County Emergency Management NIMS (National Incident Management System) Brookings County Implementation Plan. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

Motion by Larson, seconded by Negstad, to adopt and authorize Chairperson Falken to sign the Emergency Management FFY2006 State and Local Agreement (SLA) between the State of South Dakota and Brookings County. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion passes.

Human Resources and Technology Assistant, Kristin Olsen met with the board to discuss Personnel Matters, Request to Fill Vacancy, Request from Proxix Solutions, Inc. for access to the GIS layers, and a Letter Request from First District Association of Local Governments.

Be it noted, the Board approved the following Personnel Action Notices: Annual Reviews: Jo Fix from \$13.04 to \$13.30 and Nikki Chapman from \$12.29 to \$12.54. New Hires: Charles Umberger, PT Correctional Officer @ \$11.82 and Chris Houfek, Custodial Worker @ \$9.51. Resignation: Justin Ascherman.

Be it noted, the board will discuss the request from Proxix Solutions, Inc. for access to the GIS layers on Tuesday, October 4, 2005.

Motion by Larson, seconded by Santema, to approve and authorize Chairperson Falken to sign a letter to the Economic Development Administration, requested by First District Association of Local Governments. Roll Call Vote: Santema "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye." Motion passes.

PUBLIC HEARING

As scheduled, a Public Hearing for the Second Reading of the Brookings County 2006 Provisional Budget was held to finalize the Brookings County 2006 Annual Budget. Chairperson Falken opened the Public Hearing, calling for proponents and opponents. Deputy Auditor, Kelly Bakken presented the board with and read line by line the proposed changes to the 2006 Provisional Budget. Chairperson Falken closed the Public Hearing. Chairperson Falken called for a motion.

REGULAR BUSINESS

Motion by Larson, seconded by Negstad, to approve the following changes to the Brookings County 2006 Provisional Budget. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye," Falken "Aye." Motion passes.

2006 Provisional Budget Changes (Due to Fuel Costs)

Account	Description	GL #	From	To	Difference
Weed	SUPPLIES & MATERIALS	10100X4260615	55,000	59,000	4,000
Sheriff	GASOLINE/VEHICLE MAINT.	10100X4263211	20,000	30,000	10,000
Jail	TRANSPORT FOR PRISONER	10100X4271212	11,500	13,500	2,000
Zoning	REPAIRS & MAINTENANCE	10100X4250711	4,500	5,000	500
Equalization	SUPPLIES & BOOKS	10100X4260162	14,100	14,800	700
County Building	UTILITIES/ COURTHOUSE	10100X4280161	40,000	50,000	10,000
	UTILITIES/CHURCH	10100X4281161	4,500	5,625	1,125
	UTILITIES/1921 BLDG.	10100X4282161	8,000	10,000	2,000
	UTILITIES/ COMMUNITY HEALTH	10100X4283161	1,500	1,875	375
	UTILITIES/ COUNTY RESOURCE CENTER	10100X4284161	12,000	15,000	3,000
Contingency	CONTINGENCY	10100X4290112	350,345	352,119	1,774
				Total Changes	35,474

Chairperson Falken read Resolution # 05-42 and called for a motion of approval. Motion by Santema, seconded by Negstad, to approve and authorize the Brookings County Commissioners to sign Resolution # 05-42, Adoption of the 2006 Annual Budget for Brookings County, South Dakota. Roll Call Vote: Larson "Aye," Negstad "Aye," Santema "Aye," Klavetter "Aye," Falken "Aye." Motion passes.

RESOLUTION # 05-42

**ADOPTION OF THE 2006 ANNUAL BUDGET FOR
BROOKINGS COUNTY, SOUTH DAKOTA**

WHEREAS, (7-21-5 thru 13), SDCL provides that the Board of County Commissioners shall each year prepare a Provisional Budget of all contemplated expenditures and revenues of the County and all its institutions and agencies for such fiscal year and,

WHEREAS, the Board of County Commissioners did prepare a Provisional Budget and cause same to be published by law, and

WHEREAS, due and legal notice has been given to the meeting of the Board of County Commissioners for the consideration of such Provisional Budget and all changes, eliminations and additions have been made thereto.

NOW THEREFORE BE IT RESOLVED, that such provisional budget as amended and all its purposes, schedules, appropriations, amounts, estimates and all matters therein set forth, SHALL BE APPROVED AND ADOPTED AS THE ANNUAL BUDGET OF THE APPROPRIATION AND EXPENDITURES FOR BROOKINGS County, South Dakota and all its institutions and agencies for calendar year beginning January 1, 2006 and ending December 31, 2006 and the same is hereby approved and adopted by the Board of County Commissioners of Brookings County, South Dakota, this 27th day of September, 2005. The Annual Budget so adopted is available for public inspection during normal business hours at the office of the County Auditor, Brookings County, South Dakota. The accompanying taxes are levied by Brookings County for the year January 1, 2006 through December 31, 2006.

County Levies	<u>Dollars</u>	<u>\$/1,000</u>
General	6,359,990	5.00
County Building	<u>163,076</u>	<u>.13</u>
Total	6,523,066	5.13

BOARD OF COUNTY COMMISSIONERS OF BROOKINGS COUNTY, SOUTH DAKOTA

_____ Dennis Falken, Chairperson

_____ Mary Negstad, Vice-Chairperson

_____ Donald Larson, Commissioner

_____ Deanna Santema, Commissioner

_____ Emil Klavetter, Commissioner

ATTEST:

Janet K. Willmott

Brookings County Auditor

Human Resources and Technology Assistant, Kristin Olsen met with the board to discuss Correspondence from the South Dakota Division of Veterans Affairs, South Dakota Public Assurance Alliance, Upcoming Meetings, and Invitations.

PUBLIC HEARING

As scheduled, a public hearing was held at 9:45am for a Transfer of License and Application for Sale of Alcoholic Beverages. Chairperson Falken opened the Public Hearing and called for comments from both proponents and opponents. Deputy Auditor, Kelly Bakken updated the board on the transfer and application. Chairperson Falken closed the Public Hearing.

NOTICE OF HEARING UPON APPLICATIONS FOR TRANSFER OF LICENSE OF ALCOHOLIC BEVERAGES

NOTICE IS HEREBY GIVEN THAT the Board of County Commissioners in and for the County of Brookings, in the City of Brookings, South Dakota, on the 27th day of September, 2005, at the hour of 9:45 a.m., in the Commission Chambers of Brookings County, will meet in regular session to consider the following transfer application for Malt Beverage Beer License to operate outside of the municipality for the 2005-2006 licensing period, which has been presented to the Board of County Commissioners and filed in the County Auditor's Office.

- Wagon Wheel Resort, Retail/On-Off Sale, Lots 1-2 in DeBoers Add in Govt Lot 6 in Oakwood Twp

NOTICE IS FURTHER GIVEN THAT any person, persons, or their attorney may appear and be heard at said scheduled public hearing who are interested in the approval or rejection of any such application.

Dated at Brookings, South Dakota, this 12th day of September, 2005.

Janet Willmott, County Auditor

Motion by Klavetter, seconded by Larson, to approve and authorize Chairperson Falken to sign the Transfer of the Uniform Alcoholic Beverage License, Retail on/off sale Malt Beverage from Chris Houfek to Sam and Joy Ater. The transfer is for the license for the business of the Wagon Wheel Bar located on Lots 1-2 in DeBoer's Addition in Government Lot 6 in Oakwood Township in Brookings County. Roll Call Vote: Negstad "Aye," Santema "Aye," Klavetter "Aye," Larson "Aye," Falken "Aye." Motion passes.

COMMISSIONER'S OPEN DISCUSSION

Commissioner Santema reported on the SDACC Annual Convention.

Commissioner Negstad reported on the SDACC Annual Convention.

Commissioner Larson reported on SDACC Annual Convention.

Commissioner Falken reported on the Weed Board Tour and the SDACC Annual Convention.

PUBLIC NUISANCE COMPLAINT

As scheduled, the board discussed the Nuisance Problems located on the property legally described as the NE ¼, NE ¼, of Section 14 of Medary Township, Brookings County. Zoning and Drainage Director, Robert Hill, and Delaine Knaus met with the board to give an update on the items remaining and the progress made.

EXECUTIVE SESSION

Motion by Klavetter, seconded by Larson, to enter into executive session at 10:13am. Roll Call Vote: Santema "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye." Motion passes. Chairperson Falken declared executive session over at 10:35am. Reason - Legal Matters. No action at this time.

REGULAR BUSINESS

Highway Superintendent, Ted Eggebraaten met with the board to discuss the 200th Street Bridge.

Rod Fortin, Auditor-in-Charge from State of South Dakota Department of Legislative Audit met with the board to give his closing statement for the 2004 Brookings County Audit and to deliver the Management Letter of Communications.

ADJOURNMENT

There being no further business, Chairperson Falken declared the meeting adjourned until Tuesday, October 4, 2005.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans with Disabilities Act.

Kelly Bakken
Deputy Auditor
Brookings County Auditor's Office